



319 WATER QUALITY MINI-GRANT APPLICATION

Nonpoint Source Education and Outreach Mini-Grant Program

Spring 2019

Please review the Water Quality Mini-Grant Call for Applications prior to completing this form. The Call for Applications outlines application deadlines, funding restrictions, (i.e., specific types of projects that will be funded), eligibility requirements, as well as financial requirements. You must complete the entire application and submit it to SWCDM prior to the application deadline via either electronic or hard copy mailing. Remember:

- All fields in this application are required, incomplete applications will not be considered.
- Please limit responses to the fields allowed.
- Each application must contain a complete and detailed budget.
- Each application must be signed by the sponsor.

**Please consider that the funding recommendation panel reads and considers each grant application carefully. At a minimum, we recommend if this is one of your first grant proposals that you have a colleague, who has been awarded grants, review your application prior to submitting it.*

General Information

Project Sponsor

Tax ID

Primary Contact & Title

Phone Number

E-Mail

Address

City

State

Zip Code

319 Funds Requested

Sponsor Name, Title, & Email

Sponsor Signature

Project Description

Project Title

Project Location

DEQ Accepted Watershed Restoration Plan

1. What nonpoint source pollution (NPS) is being addressed? Include specific waterbody or watershed, if applicable.

2. What education and outreach activities are planned to address the NPS issue(s) identified above?

3. Who is the target audience of this project? Is the audience new or different from past mini-grant program outreach projects your organization has conducted? How many people will be involved or impacted by this project?

4. What abilities, skills and knowledge regarding nonpoint source pollution will be developed as a result of this project?

5. How will pre and post project participant knowledge, skills, and behavior be evaluated and reported? If participant surveys are planned for the project, please include how survey questions will evaluate this increase.

6. How does this project fit into other watershed goals?

7. Who are the project leaders or instructors, and what are their qualifications?

8. Please briefly describe project partners. Include other agencies, schools, organizations, or private citizens and their role in this project.

Partner	Role

9. Describe the project timeline.

10. Describe the potential for project continuation or expansion.

11.If equipment is being purchased, where will it be housed and how will it be maintained? Include long-term plans for storage, maintenance, and training for potential staff transitions.

12.Will requested funds be used to provide refreshments or meals at the event? If so, please provide an estimated budget and description of refreshments, why it's necessary they are provided for this project, and the estimated number of participants. (Refreshment cost must be no more than 10% of total funding request.)

Project Budget

What is the cost of the project and how will the 40% non-federal match be met? List by line-item or task all anticipated expenses and match sources. When combining/clumping costs in the budget table, clarify specific costs in the description below.

SWCDM 319 mini-grants require a 40% cost share (local, non-federal, in-kind, or cash match). The matching funds cost share is calculated by taking the amount of 319 funds request, adding the cost share, and taking 40% of that amount.

For example: For a grant request of \$1,500: $(\$1500/0.60) - \$1500 = \$1,000$ minimum match required for a \$1,500 grant.

Item/Task Description	Mini-Grant Funding	DNRC Funding	Other Funding (1)	Other Funding (2)	In-Kind Match	Total
Total						

13. Describe specific budget items, other secured funding sources, and in-kind match listed in the budget table. Please include volunteer rates where necessary and refer to DEQ's [Estimating the Value of Volunteer Labor](#) for guidance.

14. How did you hear about the Water Quality Mini-Grant Program? (First-time applicants only)

Please ensure that you attach the following attachments:

1. Proof of liability insurance